DeskTopBinder V2 *Lite*

Setup Guide

Preface

DeskTopBinder V2 Lite can integrate and manage diverse data such as files created by applications, image data from scanners, and existing image files.

There are two types of DeskTopBinder V2: DeskTopBinder V2 Professional and DeskTopBinder V2 Lite. This book explains how to set up DeskTopBinder V2 Lite (Version 3.XXX or later). For information about using DeskTopBinder V2 Lite, see *DeskTopBinder V2 Introduction Guide* and DeskTopBinder V2 Help.

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The product names of the Windows operating systems are as follows:

- The product name of Windows® 95 is Microsoft® Windows® 95.
- The product name of Windows® 98 is Microsoft® Windows® 98.
- The product name of Windows® Me is Microsoft® Windows® Millennium Edition (Windows Me).
- The product names of Windows NT® 4.0 are as follows:
  Microsoft® Windows NT® Server 4.0
  Microsoft® Windows NT® Workstation 4.0
- The product names of Windows® 2000 are as follows:
  Microsoft® Windows® 2000 Advanced Server
  Microsoft® Windows® 2000 Server
  Microsoft® Windows® 2000 Professional
- The product names of Windows® XP are as follows:
  Microsoft® Windows® XP Professional
  Microsoft® Windows® XP Home Edition

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1. Getting Started

Operating Environment

System Requirements

Before installing DeskTopBinder V2 Lite, make sure that your computer meets the following system requirements:

- Computer
  PC/AT compatible computer

- One of the following operating systems:
  Microsoft Windows 95 Operating System Release 2 or later
  Microsoft Windows 98
  Microsoft Windows 98 Second Edition
  Microsoft Windows Millennium Edition
  Microsoft Windows NT Workstation 4.0 Service Pack 5 or later
  Microsoft Windows NT Server 4.0 Service Pack 5 or later
  Microsoft Windows 2000 Server Service Pack 1 or later
  Microsoft Windows 2000 Professional Service Pack 1 or later
  Microsoft Windows XP Professional
  Microsoft Windows XP Home Edition

- CPU
  Pentium 133 MHz or faster
  (Pentium II 266 MHz or faster recommended)

- RAM
  48 MB or more
  (128 MB or more recommended)

- Hard Drive Space Available
  50 MB or more (200 MB recommended)

- Display
  High Color (64,000 Colors), 800 × 600 pixel or more

- Connecting System
  ScanRouter V2 Lite V1.0.4.0 or later
  ScanRouter V2 Professional V1.0.4.0 or later
  ScanRouter Enterprise

- Easy Scanning
  For information about devices that support easy scanning, see the Compatible Device List.

- Easy Printing
  For information about easy printing, see the Readme file.

🖉 Note

❒ System requirements may differ depending on the connected devices. For more information, see the operating instructions for each device.

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✐ **Reference**

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Files Created by Using Document Editing Applications

DeskTopBinder V2 Lite can manage files with the extensions below.

For you to use these files with DeskTopBinder V2 Lite, the respective applications must be installed.

❖ **.txt**

Notepad must be installed.

❖ **.doc (a file created by using Microsoft® Word 97, Microsoft ®Word 98, Microsoft® Word 2000, or Microsoft® Word version 2002)**

Microsoft® Word 97, Microsoft® Word 98, Microsoft® Word 2000, or Microsoft® Word version 2002 must be installed.

❖ **.rtf (a file created by using Microsoft® Word 97, Microsoft® Word 98, Microsoft® Word 2000, or Microsoft® Word version 2002)**

Microsoft® Word 97, Microsoft® Word 98, Microsoft® Word 2000, or Microsoft® Word version 2002 must be installed.

❖ **.ppt (a file created by using Microsoft® PowerPoint® 97, Microsoft® PowerPoint® 2000, or Microsoft® PowerPoint® version 2002)**

Microsoft® PowerPoint® 97, Microsoft® PowerPoint® 2000, or Microsoft® PowerPoint® version 2002 must be installed.

❖ **.xls (a file created by using Microsoft® Excel 97, Microsoft® Excel 2000, or Microsoft® Excel version 2002)**

Microsoft® Excel 97, Microsoft® Excel 2000, or Microsoft® Excel version 2002 must be installed.

❖ **.pdf (a file created by using Acrobat 3.0/4.0/5.0)**

Adobe® Acrobat 4.0 or later must be installed.

✐ **Note**

❒ According to the configuration of Windows and the status of an application, the thumbnail created might be different. For example, the thumbnail's background color will change according to the color scheme on the **[Appearance]** tab of the **[Display Properties]** dialog box.

❒ For files with a format not supported by DeskTopBinder V2 Lite, operations from DeskTopBinder V2 Lite may not be performed properly.

2. Installing DeskTopBinder V2 Lite

Installing

DeskTopBinder V2 Lite is registered as a Windows application program. Before starting installation, make sure that all other applications are closed.

📖 Preparation

When installing DeskTopBinder V2 Lite on a computer where DeskTopBinder (the previous version of DeskTopBinder V2 Professional) is installed, you can select either of the options below. For more information about installing DeskTopBinder V2 Lite on a computer where DeskTopBinder is installed, see the Readme file.

❖ **Overwrite**

DeskTopBinder folders and documents are automatically converted to DeskTopBinder V2 Lite folders and documents. The blue-green notes attached on DeskTopBinder documents change to pink notes after conversion.

❖ **Do Not Overwrite**

If you need to do the following, do not overwrite and have both programs coexist.
- Use the File Conversion function (text conversion with Image OCR, PDF conversion, etc.) of DeskTopBinder V2 Lite
- Connect with ScanRouter/ScanRouter Professional (the previous version of ScanRouter V2)

When installing DeskTopBinder V2 Lite on a computer where ScanRouter-Browser (the previous version of DeskTopBinder V2 Lite) is installed, you can select either of the options below. For more information about installing DeskTopBinder V2 Lite on a computer where ScanRouter-Browser is installed, see the Readme file.

❖ **Overwrite**

ScanRouter-Browser folders and documents are automatically converted to DeskTopBinder V2 Lite folders and documents.

❖ **Do Not Overwrite**

If you need to do the following, do not overwrite and have both programs coexist.
- Connect with ScanRouter/ScanRouter Professional (the previous version of ScanRouter V2)

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🖉 **Note**

❒ DeskTopBinder V2 Lite cannot coexist with a different version of DeskTop-Binder V2 Lite, DeskTopBinder V2 Professional, or Job Binding. Before installing DeskTopBinder V2 Lite, uninstall these applications. The data used in the previous application can be saved and inherited by DeskTopBinder V2 Lite. However, when the previous application is DeskTopBinder V2 Professional, some functions will no longer be available.

❒ To use DeskTopBinder V2 Lite under Windows NT, Windows 2000, or Windows XP, you must be a member of the Administrators or Power Users group. Only members of the Administrators group are allowed to install software.

❒ ScanRouter V2 Link functions have been integrated into DeskTopBinder V2 Lite. If you try to install DeskTopBinder V2 Lite on a client computer where ScanRouter V2 Link is installed, a message about uninstalling ScanRouter V2 Link appears. Settings made with ScanRouter V2 Link are inherited by Auto Document Link, even if ScanRouter V2 Link is uninstalled.

A **The [DeskTopBinder V2 Lite Setup] dialog box appears.**

B **Click [DeskTopBinder V2 Lite].**

A confirmation dialog box appears.

C **Click [Yes].**

D **Click [Next] in the dialog box that appears.**

E **Check the license agreement, and then click [Yes].**

F **Enter the user name and company name, and then click [Next].**

G **Confirm the entered information, and then click [Yes].**

If DeskTopBinder is installed in the client computer, the **[Choose Setup Type]** dialog box will appear.

H **Select the installation method, and then click [Next].**

I **Select the installation location, and then click [Next].**

🖉 **Note**

❒ When a ScanRouter V2 product is already installed, the installation location cannot be changed. DeskTopBinder V2 Lite is installed in a common folder with ScanRouter V2.

10 Specify the location of the documents that DeskTopBinder V2 Lite will manage, and then click [Next].

You can change the location of documents managed by DeskTopBinder V2 Lite, but generally leave them as they are and use the RDCab folder, the stored location folder.

In the RDCab folder, the PL folder is created. The RDCab folder must be created in the built-in hard drive of client computers where DeskTopBinder V2 Lite is installed.

✐ Note

❒ When DeskTopBinder V2 Lite or DeskTopBinder V2 Professional was installed on a client computer, and if you want to continue using the cabinet data used before this installation, specify the save location used with the previously installed DeskTopBinder V2 Lite or DeskTopBinder V2 Professional.

❒ If you want Extended Features and Auto-addition Tool settings to be the same as those made under the previous version, specify the save location used with the previous version of DeskTopBinder V2 Lite or DeskTopBinder V2 Professional.

11 Confirm the setup details of the installation location, and then click [Next].

A confirmation message appears about registering to the Function Palette startup menu.

12 Click [Yes] to use the tool as a terminate-and-stay-resident tool or click [No] to start it from the application.

A confirmation message appears about registering to the Auto Document Link startup menu.

13 Click [Yes] to use the tool as a terminate-and-stay-resident tool or click [No] to start it from the application.

14 Click [Finish].

15 Restart the computer.

✐ Note

❒ When ScanRouter V2 Link and Auto- addition Tool settings are not inherited, and if Auto Document Link is registered for startup, the **[Auto Document Link Properties]** dialog box appears when you restart the computer.

Functions of Job Binding

Functions of Job Binding have been integrated into DeskTopBinder V2 Lite (Ver 2.XXX or later). Previous Job Binding data can also be inherited. To use Job Binding, add this function by selecting the Network icon in **[Extended Features]** on the **[Tools]** menu. Printing time can be shortened by adding print files created with the printer driver as Job Binding documents. Documents printed frequently without editing are better suited for Job Binding documents.

✐ Note

❒ Job Binding is enabled only when the RPCS printer driver is installed.

❒ Thumbnail creation may take time when inheriting pre-integration DeskTopBinder V2 Lite and DeskTopBinder V2 Professional Job Binding (RPCS printer) data. When DeskTopBinder V2 version 2.XXX is upgraded, Job Binding data can be inherited, since thumbnails have already been created.

Auto Document Link

Functions of ScanRouter V2 Link and Auto-addition Tool have been integrated into Auto Document Link. Auto Document Link is installed at the same time as DeskTopBinder V2 Lite. Auto Document Link monitors the in-trays of the delivery server on the network, local Windows folders, and Fax Received Files of network devices, and notifies you when documents or files arrive. DeskTopBinder V2 Lite folders or Windows folders can automatically take charge of these documents or files.

♫ Reference

For details about Auto Document Link, see *Auto Document Link Guide*.

Settings after Installation

To add Extended Features of DeskTopBinder V2 Lite after the installation of DeskTopBinder V2 Lite, select **[Extended Features]** from the **[Tools]** menu of DeskTopBinder V2 Lite. Inputting, outputting, and converting documents, and the addition of Job Binding and ScanRouter V2 as network devices are possible.

Uninstalling

Even if you uninstall DeskTopBinder V2 Lite, the document location folder (usually the PL folder within the RDCab folder) will not be deleted. The document section files will not be deleted and will remain in the document location folder.

Note

❒ If a client computer has only DeskTopBinder V2 Lite installed, there will not be any problems if the RDCab folder is deleted after the uninstallation of DeskTopBinder V2 Lite. However, if other software such as ScanRouter V2 is installed (in the same computer) and the same save location as DeskTopBinder V2 Lite was used, do not delete the RDCab folder. If you want only the DeskTopBinder V2 Lite data deleted, delete the PL folder in the RDCab folder.

❒ In some cases, an empty menu item may remain on the **[Start]** menu, even if you uninstall DeskTopBinder V2 Lite. In this case, delete the menu item manually.

A **Start Windows.**

B **Click [Start], and then point to [Configuration].**

C **Click [Control Panel].**

D **Double-click [Add/Delete Application].**

E **Click [DeskTopBinder V2 Lite].**

F **Select [Add/Delete] or [Change/Delete].**

G **Click [Delete] in the dialog box that appears, and then click [Next].**

A confirmation dialog box appears.

H **Click [OK].**

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3. Appendix

Dial-up Related Devices

When a Dial-up Router Is Connected in the Network Environment Where DeskTopBinder V2 Lite Is Used

Properly configure the network delivery server or other network devices with DeskTopBinder V2 Lite and Auto Document Link.

If the network environment is changed, reconfigure the network delivery server and other network devices with DeskTopBinder V2 Lite and Auto Document Link.

⚠️**Important**

❒ When the delivery server or other network devices are connected via a dial-up router, there may be communication fees when you connect to the network lines.

When Using a Dial-up Network Computer

When you use DeskTopBinder V2 Lite or Auto Document Link on a dial-up network computer, depending on the configuration, the computer will connect to the dial-up network when scanning using a TWAIN scanner or connecting to a delivery server or Document Server.

⚠️**Important**

❒ If a computer is configured to automatically connect to the Internet, the computer will connect without a confirmation dialog box appearing, and communication fees may be charged.

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Some illustrations or explanations in this guide may differ from your product due to improvements or changes in the product.

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Notes:

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🕸Important

❐ It is possible that any document or data stored in the personal computer will be damaged or lost by user error during operation or software error. Be sure to back up all important data beforehand.

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